



Special Education Advisory Committee Meeting Minutes
LCPS Administrative Building, 21000 Education Court, Ashburn, Virginia 20148
SEAC Sponsored Presentation, 6:00 – 7:10 p.m., Business Meeting 7:15 – 8:30 p.m.
Wednesday, February 9, 2022
Livestream: <https://vimeo.com/675496345>

SEAC Sponsored Presentation: From Dysregulation to Regulation, Calming & Self-Regulation Strategies

Presenters: Children's Therapy Center/Fleming Therapy

Business Meeting Agenda, 7:15 p.m.

1. Welcome and Call to Order, Sharon Tropf, SEAC Chair at 7:20PM
2. Public Comment – No public comment
3. Reports and Updates:
 - Special Education Abbreviations document has been provided to LCPS staff to make final revisions.
 - Public Comment guidelines have been reviewed by LCPS legal. Will have entire SEAC membership review for vote in March.
 - SEAC flyers are being shared via Peachjar. Chair appreciated that going out to families.
 - SEAC Executive Committee drafted a Meaningful Inclusion Resolution to support identified Special Education priorities.
4. Issues Identified in December/January:
 - Asynchronous Learning Days and lost IEP services.
 - Requested Information on bus Safety Procedures.
 - Effectiveness of the LCPS "Team-Taught" teaching model is in the Investigation stage. Parents with concerns are encouraged to reach out to the SEAC Executive Committee.
 - Implementation plan for policy 5350 for Parental Notification for Screening and Assessments. Emails are being sent to parents. SEAC is receiving question about the notifications being sent to families regarding when and who is providing services identified in the emails.
5. In Progress:

SEAC Annual Report:

 - SEAC Supplemental Survey Analysis is complete.
 - 2020-21 Survey Analysis has not been approved- insufficient funding
 - Unable to produce the 2020-21 SEAC Annual Report utilizing the Survey Data
 - SEAC Annual Survey for 2020-21 Questions have been provided to LCPS for input.

SEAC Annual Awards:

 - The window for SEAC Award nominations will open in the next two weeks.
 - SEAC Annual Award Ceremony will be held June 1, 2022 at 6:30 p.m. at Riverside High School.
 - SEAC is proud to recognize Megan Cannon. Megan was instrumental in facilitating the 2020-2021 SEAC Annual Awards Presentation. SEAC cannot thank her enough and greatly appreciate all her hard work to facilitate our first virtual awards ceremony.

Executive Committee is meeting tonight at 8:30 p.m. at Clyde's at Willow Creek.
6. PTA/PTO Representatives:
 - SEAC currently has 41 Schools with representatives, this is approximately 45% of schools represented. SEAC would like to have at least 85% participation rate.
7. SEAC Membership
 - 15 SEAC voting members. Two membership applications have been submitted for review.
8. SEAC Chair Report

- Executive Committee met two times in January. Identified members for the Nominating Committee.
- Subcommittees – Transition, Literacy, and the Policy and Compliance Subcommittees have met this month. Chair is posing the question to the membership to consider replacing the
- Executive Function and Social Emotional Learning Committee with a new subcommittee to address Meaningful Inclusion. A membership Vote will be taken in March.

9. Parent Resource Services.

Leann Kidwell, <https://www.lcps.org/parentresourceservices>

Restorative Practices in LCPS, Virtual Workshop, Thursday, February 10 from 6:30 p.m. to 8:00 p.m.

- What is Child Find? Virtual Workshop, Thursday, February 15 from 6:30 p.m. to 8:00 p.m.
- High School Connection, Transitioning from Middle School to High School with an IEP, Virtual Workshop, Thursday, February 17 from 6:30 p.m. to 8:00 p.m.
- When the Bus Stops Coming, In-person at the LCPS Administration Building, There will be over 30 vendors. Registration is required, link: <https://bit.ly/3GoFaCH>

10. **March 3, 2022, SEAC Presentation, 6:00 p.m.: Virginia's Developmental Disability Waivers,**

presented by Emily Gebhart, MSW Program Manager, ID/DD Support Coordination, and John Hudson, Transition Support Coordinator, Loudoun County Department of MHSADS

11. School Board Liaison.

Andrew Hoyler, Broad Run District:

- \$15M budget shortfall with the school board adding more items to the budget cost.
- Requesting stipends for special education educators in self-contained programs.
- Requesting transportation for CAST site at the Academies.
- Loudoun Education Alliance of Families (LEAF) – Addition to parent committee, purpose of committee is reviewing policies. 26-member committee. 17 members one from each high school voted on by PTA/PTO.
- ELL and Mental Health Review report posted on Board Docs.
- Considering having MSAAC and SEAC offer quarterly updates to the school board
- Mask optional matrix is coming up for review from Dr. Ziegler.

12. Office of Special Education and the Department of Student Services Presentation and Updates

Dr. Tyler and Lee Bennett presented on the implementation of Policy 5350

- Notification of Screener Administration – communicated through fall Principal Forums, communicated to School Testing Coordinators through the Office of Assessment Services. Posted in ParentVue, Office of Assessment Services' webpage, through the School Testing Coordinator, Parents of students who did not meet a benchmark were notified via email, staff phone call, and or conferences.
- What is Timely Notification to Parents: Not formally defined as: each test has its own testing window, which may be subject to change, assessment has to be formatted before it can be uploaded, and parents notified.

Notification of an Intervention Plan:

- Question from Melissa Waugh – Who should parents contact if they do not receive this information?
LCPS Response: The School Testing Coordinator?
- Shehnaz Khan asked if school reports are available in ParentVue, and does it come through ParentVue?
LCPS Response: Notification should be coming from LCPS Testing Coordinators. It is a recommendation and not a mandate. It is a data point. It's additional information.
- Craig Metz – How do parents get someone from the school explain the test? Who can parents seek out for an explanation of the results? How do parents meaningfully participate in the development of intervention plans?

LCPS response: There's a lot of training with the teachers. iReady is the first year so some teachers may not have a lot of training. Data in test history is difficult to understand. LCPS is attempting to increase the understandability of documents in ParentVue under the "documents" tab. LCPS is open to feedback as this is a new Policy related to State Regulation. The notification email language can be confusing, looking

to change/simplify the language. It's supposed to be a conversation between the parents and the schools.

Transportation Department.

- In response to a public comment given in October regarding bus safety, the Transportation Department gave short presentation regarding training and safety protocols for students with disabilities. Cheryl O'Konek, Supervisor and Kathleen Guarini reviewed training protocols. Every driver has 10 days of classroom training with 2 days specifically focused on special education. Every bus driver has a paper notebook with the route's roster "red book" and parent/guardian information.

Special Education Department.

Donna Smith, Acting Director of Special Education

- Addressed possible learning loss due/access to learning due to the two asynchronous days in November, she recommends parents request an IEP meeting to address concerns.

Department of Student Services.

Dr. Asia Jones, Assistant Superintendent of Student Services.

- Thanked SEAC for the presentation and gave support for the PRS When the Bus Stops coming presentation.

13. Policy and Subcommittee Budget Review

- Recommendations addressed the Special Education Departments top two goals for the 2022-23 SY. Discipline disproportionality and Inclusion.
- Quorum for vote was not present, voting delayed to March.

14. Adjourned at 8:34 p.m.

SEAC Leadership:

SEAC Chair	Sharon Tropf	SEACChair@lcps.org
SEAC Vice Chair Planning	Shehnaz Khan	SEACViceChairPlanning@lcps.org
SEAC Vice Chair Membership	Heidi Bunkua	SEACViceChairMembership@lcps.org
SEAC Vice Chair Communications	Craig Metz	SEACViceChairCommunications@lcps.org
SEAC Secretary	Kathryn Rosenbrook	SEACSecretary@lcps.org

SEAC Liaisons:

LCPS Staff Liaison, Acting Director	Donna Smith	Donna.Smith@lcps.org
School Board Liaison	Andrew Hoyler	Andrew.Hoyler@lcps.org